

September 22, 2005

MEMORANDUM

TO: All Sheriffs

FROM: Bruce W. Haynes, Executive Secretary

SUBJECT: Salary Increase Associated with the Sheriffs' Career Development Plan

This is to provide you with additional information regarding the salary increase associated with the Sheriffs' Career Development Plan.

The 29 sheriffs identified in Appendix A (Page 8) of the Compensation Board's Accreditation Plan (<http://www.scb.virginia.gov/docs/304cdp.pdf>) are anticipated to receive a 9.3% salary increase effective December 1, 2005 provided that they meet the following criteria:

1. They have been accredited by the Virginia Law Enforcement Professional Standards Commission, the Commission on Accreditation of Law Enforcement Agencies, or the American Corrections Association;
2. They do not have repeat audit findings from the Auditor of Public Accounts;
3. They have certified that they have a career development plan for their deputies that meets Compensation Board minimum criteria for such plans; and
4. The certification form (<http://www.scb.virginia.gov/docs/304certform.pdf>) is received by the Compensation Board not later than November 1, 2005.

Funding in the amount of \$240,089 was approved by the 2005 General Assembly session for these 29 sheriffs to receive the 9.3% salary increase.

Any sheriff who meets criteria 1 through 3 above after November 1 but before February 1 and so certifies to the Compensation Board in their COIN budget submission on or before February 1, 2006 will receive a 9.3% salary increase effective July 1, 2006, provided that the 2006 General Assembly approves the additional funding necessary for this salary increase. As I mentioned in my remarks at the Sheriffs' Conference in Norfolk, the Compensation Board has requested an additional \$324,974 so that we may provide a 9.3% salary increase for a total of 43 sheriffs whom we anticipate to qualify for the accreditation pay raise during the FY 06-08 biennium.

Please note that all sheriffs who submit the certification form to the Compensation Board by November 1, 2005 must also submit their certification in COIN in January 2006. The

pay raise effective December 1st is for the period December 1, 2005 to June 30, 2006. Upon certification in COIN, the pay raise will be for the period July 1, 2006 to June 30, 2007.

Please contact me (bruce.haynes@scb.virginia.gov
<<mailto:bruce.haynes@scb.virginia.gov>>; 804-786-0786 x 211), Rick Burkett
(rick.burkett@scb.virginia.gov <<mailto:rick.burkett@scb.virginia.gov>>; x 208),
Kimberlee Goins (kimberlee.goins@scb.virginia.gov
<<mailto:kimberlee.goins@scb.virginia.gov>>;
x 209) or Charlene Rollins (charlene.rollins@scb.virginia.gov
<<mailto:charlene.rollins@scb.virginia.gov>>; x 206).

c: Compensation Board Staff
John Jones, Executive Director, Virginia Sheriffs' Association